

Quarterly-HPR-V LHRC Meeting Minutes

May 6, 2013

City of Norfolk Community Services Board
225 W. Olney Road, Norfolk, VA 23510-1523
(757) 823-1600

Committee Members Present:

Betty Morgan-Chair
Adrienne Benjamin-Scott – Vice Chair
Dr. Bill Austin
Marian Taylor

Others present:

Stewart Prost, Office of Human Rights

Affiliates Present:

Another Level Youth & Family Services- Shawndra Umbarger and Ronnie Davis, Jr.
Associates at York, Inc.- Yusef Benbenu
Compassion House- D J Brockman,
Heart Havens, Inc.- Francis Usher
Lucas Lodge- Louise Lucas, Lisa Lucas-Burke and Jonquin Stringer
Norfolk CSB- Sandi Lee
Portsmouth Department of Behavioral Health- Gracie Taylor, Gina Harris
Positive Connections, Inc.- Lakisha Spellman
Support Services of VA- Jeanne Cullison
Tabb Healthcare, LLC- Jamie Tabb
Tidewater Youth Services Commission- Tim Heiler
V & V Adult Group Homes – Vernon Johnson

Others present:

Extreme Recovery- Charles S Johnson, Julie Johnson, Candance Stansberry, Daryl Wiggins, Denise Levine
Impact Community Based Mental Health – Walter Howell

Affiliates Not Present:

Prissy's Place – Priscilla West

I. Call to Order – Betty Morgan called the meeting to order at 1:10 pm.

II. Introductions

III. Minutes – A quorum was present. The February 4, 2013 minutes were reviewed and approved.

IV. Public Comments-There were no public comments.

V. Regional Advocate Report –

Committee member Michael Hires tendered his resignation, effective immediately. Mr. Prost reported Betty Morgan's tenure as an HPR-V LHRC Committee member ends June 30th. Ms. Morgan has served two terms on this committee. Dr. Bill Austin, the newest Committee member, is attending his first meeting with HPR-V. He has been a Committee member in Chesapeake. Mr. Prost announced there will be two vacancies on this Committee as of July 1, 2013. Affiliates need to recruit for one general position Committee member and one consumer Committee member. As of July 1, 2013, HPR-V will only have 3 Committee members and a quorum for this Committee is 3 members.

Mr. Prost reviewed information about the Comprehensive Human Rights Information System (CHRIS), a database that tracks abuse and neglect allegations and complaints. Effective June 1, 2013, all abuse allegations, all complaints, all serious injuries and deaths will be entered into CHRIS. CHRIS is accessed through DELTA. There are webinar trainings for DELTA this month, May 8 and May 14 at 2:00pm. Affiliates only need to participate in one of these two trainings. Affiliates have to have a designated Security Officer, Supervisor and Local Administrator. There will be webinar trainings on CHRIS May 21 and May 23, 2013. Mr. Prost has sent out an e-mail to affiliates regarding this. If an affiliate has not received this information via e-mail, contact Mr. Prost, provide an e-mail address, and he will forward the information. After June 1, there will be no more paper reports. Until your program is set up with CHRIS, the old policy applies. After June 1, affiliates may fax information to OHR to meet the reporting deadline. Affiliates are to enter all of the data of a case into CHRIS, including the findings and when notified the individual or his/her representative. Mr. Prost reminded affiliates the regulations state abuse allegations data must be entered immediately, at least within 24 hours. If having problems accessing the database or entering information, contact Susan Tinsley at the central office. When there is an informal complaint, OHR wants to see the results of the investigation within 5 working days. If not resolved within 5 days, it becomes a formal complaint. Formal complaints must be resolved in 10 business days. Do not send death notifications to licensing any longer.

Mr. Prost opened the floor to questions, concerns about CHRIS. Louise Lucas stated there is not enough space to enter all of the information into CHRIS. She also stated there isn't any place to enter an attachment. Mr. Prost directed affiliates to enter as much information as possible. He will forward these concerns to Margaret Walsh.

Mr. Prost reported a new member training is scheduled for May 15 from 9:00am-noon at the Southeastern VA Training Center. Call the Williamsburg office to reserve a space (757-253-7061). This training is open to LHRC members who have not received training in the last three years. This training is also opened to providers. The training will address the role of the LHRC, conducting a hearing, and conducting a meeting.

Mr. Prost reported the minutes of every LHRC may be found on the website for anyone to review.

VI. Provider/Affiliate reports-

AFFILIATE	ALLEGATIONS	FOUNDED ALLIGATIONS	COMPLAINTS	OTHER
Associates at York	0	0	0	
Another Level	0	0	0	
Community Empowerment	Not present			
Compassion House	1	0	0	
Fidura & Associates	Not present			
Heart Havens, Inc.	0	0	0	
Lucas Lodge	9	1	1	
Norfolk CSB	0	0	2	
Portsmouth Dept. of Behavioral Health	1	0	1	
Positive Connections	0	0	0	
Prissy's Place	Not present			
Support Services of VA	0	0	1	
Tabb Healthcare Services, LLC	0	0	0	
Tidewater Youth Services Commission	0	0	0	
V & V Adult Group Home	0	0	0	

VII. Old Business

There were no comments.

VIII. New Business

Extreme Recovery requested affiliation with HPR-V LHRC. Extreme Recovery is based in North Carolina but now has a Norfolk office. The program serves adults. They have a licensed person to do assessments in the community. They accept Medicaid. Mr. Prost noted they do not have program rules. Mr. Prost also commented on their behavior management policy, which reads they will not use physical restraints. Mr. Prost asked what they would do if two of their individuals got into a fight, noting they have a responsibility to protect their clients. Mr. Prost recommended the Committee approve affiliation and that Extreme Recovery will submit program rules and a revised behavior management policy.

Impact Community Based Mental Health also requested affiliation. However, only Committee Chair, Betty Morgan, received their information prior to the LHRC meeting. Therefore, their request for affiliation was tabled for the next meeting. Mr. Prost reminded providers to send information to the Committee and Mr. Prost two weeks prior to the LHRC meeting. Mr. Prost stated if a special meeting is held prior to the next scheduled LHRC meeting to interview a prospective Committee member, Impact Community Based Mental Health could request affiliation at that meeting. He stated once a special committee is scheduled, it is open to other agenda items.

The next HPR-V LHRC meeting is scheduled for August 5, 2013 at 1:00pm.

Prior to entering Executive Session, Sandi Lee asked if staff names are to be included in reports entered into CHRIS. Mr. Prost reported he does not know if this has been determined. He will investigate this.

Louise Lucas asked if it is possible to keep a database of employees found guilty of abuse as a way to protect individuals receiving service to prevent those employees from jumping from program to program. Mr. Prost will follow up on this.

Mr. Prost reminded affiliates to submit quarterly reports even if they don't have allegations or complaints.

IX. The committee proceeded to Executive session at 1:55 pm, pursuant to Virginia Code § 2.2-371 (A), for the protection of privacy of individuals and their records in personal matters not related to public business.

The committee came out of executive session at 2:22 pm. Each member certified that to the best of their knowledge that matters only lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed or considered.

Mr. Prost reported there were no recommendations from Executive session.

The meeting was adjourned at 2:28pm.

Respectfully Submitted,
Tim Heiler